

Message

From: Lobik Stephen [slobik@facil.umass.edu]
Sent: 1/10/2011 4:45:18 PM
To: Hanchett, James (DPH) [James.Hanchett@state.ma.us]
Subject: RE: Amherst Move date

Should I skip calling Mary and go right to Rick?

Stephen Lobik
Capital Project Manager
Facilities & Campus Planning Division
University of Massachusetts
(T) 413-545-6516
(C) [REDACTED]
(F) 413-545-3684
slobik@facil.umass.edu

From: Hanchett, James (DPH) [mailto:James.Hanchett@state.ma.us]
Sent: Monday, January 10, 2011 11:44 AM
To: Lobik Stephen
Subject: RE: Amherst Move date

Hi Steve,
Just spoke with Rick Grant at OIT. Could be a problem with that date. Check with him

Jim

From: Lobik Stephen [mailto:slobik@facil.umass.edu]
Sent: Monday, January 10, 2011 11:15 AM
To: Hanchett, James (DPH); Byrne, Eric (DPH)
Cc: Pocsik Mark
Subject: FW: Amherst Move date

Jim and Eric,

It looks like we will be making the move on Thursday. Jim if you would like me to call OIT to let them know we need to move the phone move date I can do that. Also I am working to get Helen, Marija and Suzanne keys so they do not need to see you for access. Eric are you alright with Thursday?

Stephen

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(F) 413-545-3684
slobik@facil.umass.edu

From: English, Beth (DPH) [mailto:Beth.English@state.ma.us]

Sent: Monday, January 10, 2011 11:01 AM

To: Lobik Stephen; English, Beth (DPH)

Cc: Dunn, Ceci (DPH); Lett, Susan (DPH); Long, Suzanne (DPH); Popstefanija, Marija (DPH); Taugher, Helen (DPH); Conant, Mary (DPH); Cocoros, Noelle (DPH); Shattuck, Kathleen (DPH)

Subject: RE: Amherst Move date

Hi,

It looks like barring any unforeseen circumstances, the Immunization Program will move from the 4th floor to the 2nd floor on Thursday the 13th. Suzanne is unable to be present for the move and will have a few boxes moved on her behalf. We are working on getting clarity around Chris' furniture and where it will be going; I'll let you know what I hear.

Thank you all for your patience during the process.

Best regards,

Beth

Beth English

Deputy Program Manager - Operations

Massachusetts Department of Public Health

Division of Epidemiology and Immunization

305 South Street

Jamaica Plain, MA 02130

(617)983-6826

Email: Beth.English@state.ma.us

Website: www.mass.gov/dph

Blog: <http://publichealth.blog.state.ma.us>

From: Lobik Stephen [mailto:slobik@facil.umass.edu]

Sent: Friday, January 07, 2011 12:48 PM

To: English, Beth (DPH)

Cc: Dunn, Ceci (DPH); Lett, Susan (DPH); Long, Suzanne (DPH); Popstefanija, Marija (DPH); Taugher, Helen (DPH); Conant, Mary (DPH); Cocoros, Noelle (DPH); Shattuck, Kathleen (DPH)

Subject: RE: Amherst Move date

Beth,

Thanks for getting back to me so quickly. I just called Sitterly Movers, the company we have a contract with. Their crews have a full schedule Wednesday. Thursday they have ample people to support the move. Does that work for your staff? Jim has arranged for the phones so please let me know if Thursday works. I can move them easily enough forward one day.

Thanks,

Stephen

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Capital Project Manager
Facilities & Campus Planning Division
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(C) [REDACTED]
(F) 413-545-3684
slobik@facil.umass.edu

From: English, Beth (DPH) [mailto:Beth.English@state.ma.us]

Sent: Friday, January 07, 2011 12:14 PM

To: Lobik Stephen

Cc: Dunn, Ceci (DPH); Lett, Susan (DPH); Long, Suzanne (DPH); Popstefanija, Marija (DPH); Taugher, Helen (DPH); Conant, Mary (DPH); Cocoros, Noelle (DPH); Shattuck, Kathleen (DPH)

Subject: Amherst Move date

Hi Stephen,

January 12 would be our preferred move date. Can you confirm that this date will work for you?

Thanks,

Beth

Beth English

Deputy Program Manager - Operations
Massachusetts Department of Public Health
Division of Epidemiology and Immunization
305 South Street
Jamaica Plain, MA 02130
(617)983-6826
Email: Beth.English@state.ma.us
Website: www.mass.gov/dph
Blog: <http://publichealth.blog.state.ma.us>